Data Ad Hoc Group Minutes

June 25, 2001
10:00 a.m. to 3:00 p.m.
EMS Authority
Sacramento

Attendance: Karl Sporer, MD   Jay Mybre   Steve Andriese   Bonnie Sinz, RN   Craig Stroup
                          Ginger Ochs, RN   Kristy Harlan   Mike Denton, RN   Marie Harder

Agenda Topic	Discussion	Action	Accountability
Approval of May 30, 2001 Minutes	None	Minutes were approved as written.	N/A
Data Element Review	Elements #43-88 were discussed and revised as needed. (see attached)	Revised version to be sent to members and approved at next meeting.	Bonnie
Environmental Factors Data Element	Bonnie gave a report from the Vision Group F – Prevention and Public Education, detailing the concern expressed by the group on the decision to have this element as "optional."	The members present agreed to list the element in the minimum data set with the following recommendations: ★ Consider changing the name to represent the data set. ★ Consider incorporating the information into data element #48 (Safety Equipment) ★ Code Set should be easily collectable based on the given incident. Bonnie will attend the next Group F Vision meeting to present the groups recommendations.	Bonnie
HCFA Condition Codes	Tabled until next meeting.		

Agenda Topic	Discussion	Action	Accountability
Structural Questions	Bonnie introduced the document as a collection of questions submitted Vision D members. While many of the "questions" will be developed into statistical/data reports, some can be developed into indicators. Craig briefly discussed the status of QI indicator development including the use of the structural questions.	Craig will continue updating the group on QI indicator development.	Craig
System Performance Measurement- IAFF Instrument Field Test.	Bonnie briefly introduced the document. IAFF (Lori Moore) is interested in receiving input on select indicators for the pilot project.	To be discussed in more detail at the next meeting.	Bonnie
Draft "Final Report" template review	Marie provided the group with a pictorial view of what the users may see on the web site when accessing data. Members will very pleased with the progress.	Marie will continue to refine the product.	Marie
Next Meeting Agenda	The following calendar was proposed and agreed upon by the members: ★ July mtg. – finalize the revised data elements from the June mtg ★ August – members will review the entire data dictionary ★ Sept mtg. – Final revision of the data dictionary ★ October – Bring final draft of data dictionary to Vision D Group for distribution and comment from constituent groups. Other agenda items were agreed upon (see July 30th agenda)	July 30th agenda proposed.	Bonnie
Future meeting(s) calendar	The next two meetings were scheduled as follows: July 30th at EMSA September 7th at EMSA	Meetings scheduled	Bonnie